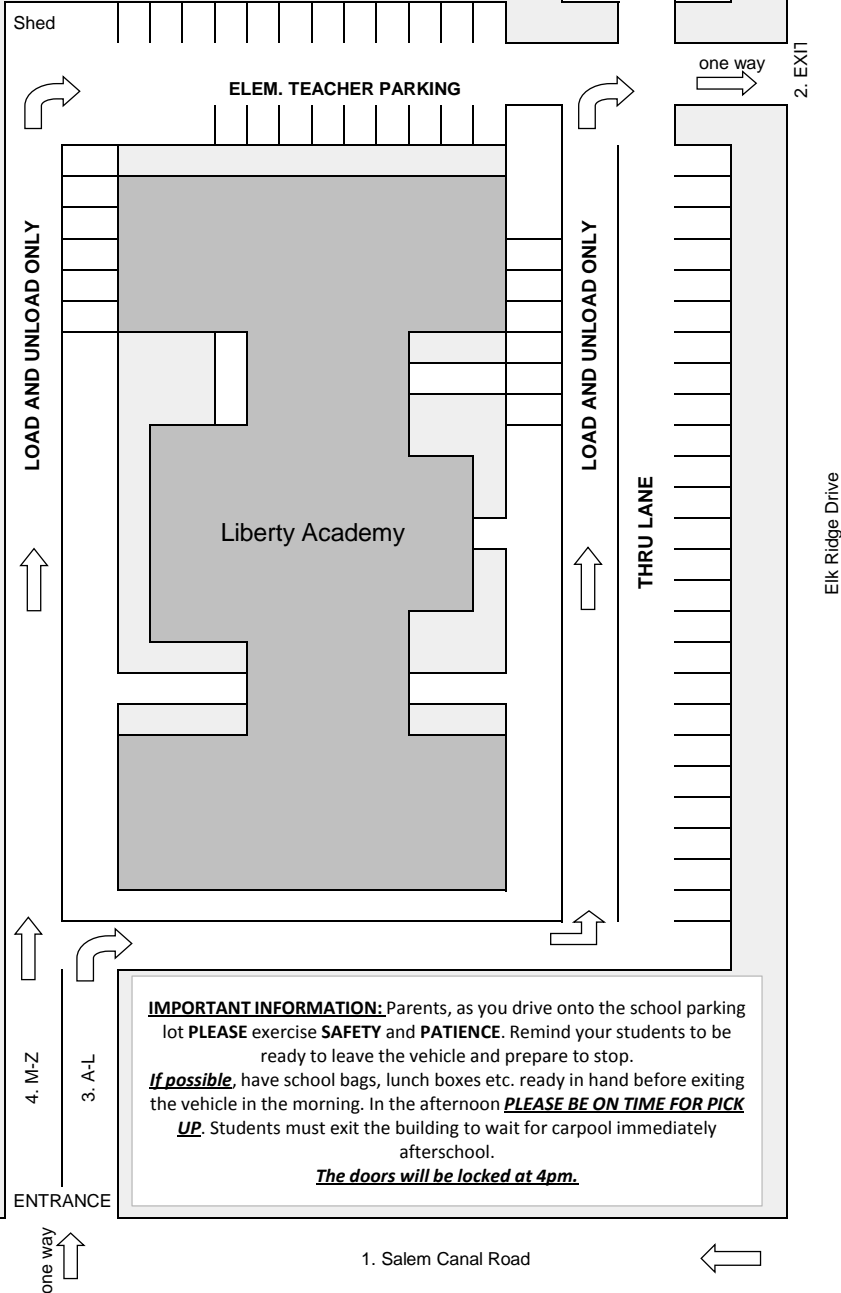


**INSTRUCTIONS FOR
DROP OFF AND PICK
UP**



IMPORTANT INFORMATION: Parents, as you drive onto the school parking lot **PLEASE** exercise **SAFETY** and **PATIENCE**. Remind your students to be ready to leave the vehicle and prepare to stop. **If possible**, have school bags, lunch boxes etc. ready in hand before exiting the vehicle in the morning. In the afternoon **PLEASE BE ON TIME FOR PICK UP**. Students must exit the building to wait for carpool immediately afterschool. **The doors will be locked at 4pm.**

ENTRANCE
one way ↑
4. M-Z
3. A-L

1. Salem Canal Road

←

C.A.P STUDENTS WILL BE DROPPED OFF AND PICKED UP IN THE BACK

SUMMARY
as of 8.8.11

1. Enter school property from Salem Canal Road.
2. Exit school property onto Elk Ridge Drive.
3. Last names beginning with A-L drop off and pick up in front.
4. Last names beginning with M-Z, and C.A.P. Students, drop off and pick up in the back.

SAFETY

5. Do not drop off or pick up students on Elk Ridge Drive or Salem Canal Road. Students can ONLY be picked up and dropped off in the marked red zones at the school.

6. Do not park in the red zone and DO NOT pass the cars ahead of you.

KEEP TRAFFIC FLOW MOVING SAFELY

7. Do not use drop off or pick up times to visit with teachers or administration.
8. Repeat loop (take a lap) after approximately 2 minutes if your students are not waiting when you pull up to the front of the line.